

**Department of Personnel Administration
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Mileage Reimbursement Rate for Bargaining Units 2, 8, and 9	REFERENCE NUMBER: 2006-033
DATE ISSUED: 09/01/06	SUPERSEDES:

This memorandum should be forwarded to:

**Accounting Officers
Budget Officers
Claims Coordinators
Employee Benefit Officers
Personnel Officers
Personnel Transactions Staff
Personnel Transactions Supervisors
Travel and Relocation Liaisons**

FROM: Department of Personnel Administration
Benefits Division

CONTACT: Ray Asbell, Statewide Travel/Relocation Program Manager
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Effective July 1, 2006, employees represented by Bargaining Units 2, 8, and 9 will be able to claim mileage reimbursement at the rate of 44.5 cents per mile (CPM) when using their personal vehicle for authorized State business.

In addition, New Hire employees in BUs 2, 8, and 9 who incur mileage expenses associated with a State approved relocation will now be reimbursed at 18 CPM.

The rates above reflect the Internal Revenue Services' current published mileage reimbursement rates as of the effective date of this notice; future increases/decreases to the State rates will be directly tied to any subsequent changes to the rates published by the IRS.

If you have questions or need assistance with the information provided above, please contact Ray Asbell at the phone number or email address listed above.

/s/Greg Beatty

Greg Beatty
Acting Chief